



## **POLICY FLASH 2010-15**

**DATE:** December 3 , 2009

**TO:** Procurement Directors

**FROM:** Office of Procurement and Assistance Policy, MA-61  
Office of Procurement and Assistance Management

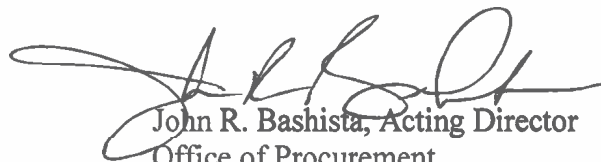
**SUBJECT:** DOE O 313.1 Management and Funding of the Department's Overseas Presence

**SUMMARY:** The Department issued the above listed Directive, which includes a Contractor Requirements Document (CRD) on November 19, 2009.

Under the Department's Directives Program (DOE Order 251.1C), Heads of Field Elements are responsible for determining which contracts are to include the CRD. Contracting Officers, once notified, are responsible for incorporating the CRD into affected contracts. Since some Heads of Field Elements may not be aware that this change has been issued, Contracting Officers should request their determination of which, if any, contracts are affected and remind them that they may sign up for automated notification at [www.directives.doe.gov](http://www.directives.doe.gov).

This Flash may be viewed online at the following website:  
[http://management.energy.gov/policy\\_guidance/policy\\_flashes.htm](http://management.energy.gov/policy_guidance/policy_flashes.htm).

Questions regarding contracts intended to be affected by the CRD should be directed to the office identified in the "Contact" paragraph and questions regarding contract modifications should be directed to Helen Oxberger at [helen.oxberger@hq.doe.gov](mailto:helen.oxberger@hq.doe.gov).



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